

Chain of Command Endorsement
(Should be Unit Letterhead here)

Office Symbol

XX March XXXX

MEMORANDUM FOR Commander, U.S. Army Criminal Investigation Command,
ATTN: CISP-AC, 6010 6th Street, Fort Belvoir, VA 22060-5506

SUBJECT: CID Application for SGT Smith, Joe D., 123-45-3789

1. I recommend approval/disapproval.
2. I am / am not aware of any adverse information about the subject. If any adverse information is known, briefly state.
3. POC for this action is the undersigned at DSN XXX-XXXX or CMCL XXX-XXX-XXXX.

NAME
RANK OR GRADE
Commanding